

## Who we are and what we do:

The Council on Developmental Disabilities is a state agency established to improve disability policies and practice, educate policymakers and the public, and facilitate community collaboration to create lasting, positive change.

## Key Competencies for this position:

### MANAGING VISION AND PURPOSE

Communicates belief in agency vision, sense of core purpose; understands how change happens.

### DECISION QUALITY

Makes good decisions combining analysis and judgement; engages input to establish shared ownership for best solutions.

### COMPOSURE

Can be counted on to hold things together under stress; stays balanced, does not become defensive.

### Customer Focus

Establishes and maintains effective relationships with colleagues and agency customers.



Council on  
Developmental Disabilities

## POSITION ANNOUNCEMENT

### Director of Leadership Development

The Council on Developmental Disabilities is seeking to fill the position of Director of Leadership Development, a priority area of the Council. The position is an executive appointment working under the Executive Director, and manages all leadership development programs of the Council, including Partners in Policymaking, the Leadership Academy for Excellence in Disability Services, the Conference Scholarship Fund, and youth leadership development initiatives. The position is located in Nashville, Tennessee.

### Key Responsibilities

- **Directs Council Partners in Policymaking Leadership Institute for Tennesseans with disabilities and family members;**
- **Manages the TN Leadership Academy for Excellence in Disability Services (LAEDS) with TN Dept. of Human Resources for leaders in state government who oversee disability programs and services;**
- **Organizes and implements strategic plan for Council youth leadership development programs;**
- **Administers Council Conference Scholarship Fund for Tennesseans with Disabilities and Family Members.**

### Required Experience

Bachelor's Degree with a minimum of five (5) years' experience in managing multiple projects and programs simultaneously, including budgets, personnel supervision, and program evaluation; organizing and managing educational programs; developing and giving professional presentations; working in a team environment, connecting program implementation to agency mission and goals; high level writing and speaking skills; speaking and writing clearly to diverse customers in a variety of communication styles.

### To apply

Please submit your resume and salary requirements to [S.Craig.Raymer@tn.gov](mailto:S.Craig.Raymer@tn.gov) by November 5, 2019.

*Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws*